

INSTRUCTIONS FOR COMPLETING DD FORM 836

GENERAL

DD Form 836 shall be completed by a ***qualified** individual from a transportation office, unit or other organization offering hazardous material for transportation in areas accessible to the general public.

*An individual is considered qualified to complete and sign (certify) DD Form 836, only after having satisfactorily completed either a DoD authorized Hazardous Material Course from one of the DoD-approved schools listed in the Defense Transportation Regulation (DTR) or technical specialist training in accordance with DTR, Part II, Chapter 204, Para (E). **This person shall be appointed in writing by the activity or unit Commander, to include scope of authority.**

Item 1. If applicable, at the top of the page fill in the nomenclature, model number, TCN, and bumper number/serial number, of the vehicle/container.

Item 2a. Enter the place/date the hazardous material was certified (e.g., B, Company 1/8 CAV Motor Pool, Fort Hood, TX 1 AUG 1998).

Item 2b. Enter the date the hazardous material will move.

Item 2c. Enter the page number and total number of pages of the DD Form 836 for the vehicle carrying the hazardous material. Example: "Page 1 of 5 Pages". Leave blank if there are no continuation sheets.

Item 3. Cargo.

Item 3a. Enter the total number of packages by type.

Item 3b. Enter the type of package (e.g., box, pallet, drum, cylinder, container, etc.), the hazardous material is packaged in.

Item 3c. Enter the Proper Shipping Name of the hazardous material and if applicable include the technical name. (Enter additional information as required by 49 CFR, §172.203 - Example: RQ, Inhalation Hazard.)

Item 3d. Enter the Hazard Class/Division and, if applicable, the Compatibility Group.

Item 3e. Enter the Identification Numbers (e.g., UN, NA). The letters "UN" or "NA" must be noted.)

Item 3f. Enter the Packing Group (e.g. I, II, or III) of the hazardous material.

Item 3g. Enter the total Gross, Mass, or Net Quantity for non-explosive material in metric measure. U.S. measure may be added in parentheses.

Item 3h. Enter total Net Explosive Weight (NEW) for ammunition/explosives (Class I items). NEW information is found in the Joint Hazard Classification System (JHCS) in the column headed NEW (third explosive weight column).

Item 4a. Enter the Shipper's (e.g., unit name, agency, manufacturer, certifying person, etc.) address and telephone number where the hazardous material originated. Telephone number shall be monitored at all times (24 hour) until shipment is received by consignee. Telephone number is for **NOTIFICATION PURPOSES ONLY**. Emergency assistance shall be obtained from the appropriate **24 HOUR EMERGENCY ASSISTANCE TELEPHONE NUMBER**. Additional notification if needed can be annotated in block 5.

Item 4b. Enter the six-digit Department of Defense Activity Address Codes (DODAAC) and/or the in-the-clear geographical location of the ultimate receiver or consignee of the HAZMAT shipment (e.g. Ft. Irwin CA.). (If this is a unit move, the unit name will be the same as that for 4a.) Additional information if needed can be annotated in Block 5.

Item 4c. Enter the ERG #(s) for the materials being shipped. (For materials other than explosives attach a copy of the ERG page, unless the vehicle has a copy of a current ERG.)

Item 5. Additional handling instructions/information. Enter additional information if needed or required concerning the hazardous material or emergency response information. (Example: for materials that must be kept dry, add statement "Keep Away From Water".)

Item 6a and 6b. Certifying person must sign in writing (longhand) and must type or print name legibly in 6b.

Item 6c. Vehicle operator(s) signs to accept responsibility for the load.

Military Drivers: Ensure the operator's OF 346, U.S. Government Motor Vehicle (Operator's Identification Card, contains the appropriate HAZMAT training, vehicle trained on, IAW DoD and component regulations.)

Civilian Drivers: Ensure the operator has a current DOT Commercial Driver License (CDL) IAW Title 49 CFR, Part 383.

NOTES:

1. Units returning from exercise or firing range must have a certified or qualified person to ensure that all HAZMAT is properly repackaged and secured (i.e. blocked, braced, tied down) prior to being transported back to base.

2. Completion of a new DD Form 836 is not required. Original DD Form 836 may be used provided that:

a. Change Item 2a. (Date Prepared) and Item 2b. (Date of Travel) as appropriate.

b. Change Item 3. (Cargo):

(i) HAZMAT used shall be deleted from form by crossing out or lining through.

(ii) HAZMAT which remains, but is in different quantities shall have the correct amounts entered in the appropriate section(s).

EXCEPTION:

c. Change Item 6.a.:

(i) A qualified individual (if available) shall sign in writing (longhand). If a qualified individual is not available, then the Officer-In-Charge (OIC) or Non-Commissioned Officer-In-Charge (NCOIC) shall sign in writing (longhand) to verify that the above procedures have been performed for the return trip to base.

(ii) Cross out original signature if different certifier will be used.

1. NOMENCLATURE:

TCN NUMBER:

MODEL NO.:

SERIAL NO.:

BUMPER NO.

SHIPPING PAPER AND EMERGENCY RESPONSE INFORMATION FOR HAZARDOUS MATERIALS TRANSPORTED BY GOVERNMENT VEHICLES

THIS VEHICLE IS TRANSPORTING HAZARDOUS MATERIALS

2a. LOCATION AND DATE PREPARED

b. DATE OF TRAVEL

c.

PAGE

OF

PAGES

TO BE COMPLETED BY THE UNIT OR SHIPPER T.O. OFFICE.

3. CARGO

PACKAGES		PROPER SHIPPING NAME (Include RQ, Technical Names, Additional Information per §172.203 as required.) c.	HC d.	UN OR ID NO. e.	PG f.	NET TOTAL QTY. g.	TOTAL AMMO (NEW) h.
NUMBER	KIND						
a.	b.						

4. EMERGENCY NOTIFICATION. IN ALL CASES OF ACCIDENT, INCIDENT, BREAKDOWN OR FIRE, PROMPT NOTIFICATION MUST BE GIVEN TO:

a. SHIPPER'S ADDRESS AND TELEPHONE NO. (List 24-hour telephone numbers):

b. CONSIGNEE

FOR SAFE HAVEN/REFUGE, IMMEDIATELY CALL APPROPRIATE MTMC AREA HOTLINE LISTED BELOW:

EASTERN/WESTERN UNITED STATES: 1-800-524-0331

NEW JERSEY ONLY: 1-800-642-1381

24-HOUR EMERGENCY ASSISTANCE TELEPHONE NUMBERS:

DOD NON-EXPLOSIVE HAZARDOUS
MATERIALS ONLY: 1-800-851-8061DOD HAZARD CLASS 1 (EXPLOSIVES) ONLY
CALL ARMY OPERATIONS CENTER - COLLECTTO CALL FROM A SHIP:
804-279-3166 (COLLECT)703-697-0218/0219
ASK FOR THE WATCH OFFICERNATIONAL RESPONSE CENTER (NRC)
1-800-424-8802TO CALL FROM A SHIP:
202-267-2675 (COLLECT)DOD RADIOACTIVE MATERIAL ONLY -
COLLECT: 309-782-3510
ASK FOR STAFF DUTY OFFICER

4c. COPY OF EMERGENCY GUIDE NUMBER(S)

ATTACHED.

5. REMARKS

6. CERTIFICATION

THIS IS TO CERTIFY THAT THE HEREIN NAMED MATERIALS ARE PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED, AND LABELED, AND ARE IN PROPER CONDITION FOR TRANSPORTATION ACCORDING TO THE APPLICABLE REGULATIONS OF THE DEPARTMENT OF TRANSPORTATION.

a. SIGNATURE OF SHIPPER CERTIFIER

c. SIGNATURE(S) OF VEHICLE OPERATOR(S)

b. PRINT NAME OF SHIPPER CERTIFIER

EMERGENCY RESPONSE INFORMATION

Guide Numbers 112 and 114 from the U.S. Department of Transportation North American Emergency Response Guide Book (RSPA P 5800.7) are reproduced hereon. These guides are applicable to Hazard Class 1 Materials (Explosives).

Mark an X in the appropriate box:

☐ **USE GUIDE 112 FOR EXPLOSIVES:**
(1.1), (1.2), (1.3), (1.5) or (1.6) Class A or B

☐ **USE GUIDE 114 FOR EXPLOSIVES:**
(1.4) Class C

For all other hazardous materials or substances, annotate appropriate Emergency Response Guide Book Guide Number in the block below, and attach a copy of the guide number page or pages.

GUIDE 112

POTENTIAL HAZARDS

FIRE OR EXPLOSION:

MAY EXPLODE AND THROW FRAGMENTS 1600 METERS (1 MILE) OR MORE IF FIRE REACHES CARGO.

HEALTH HAZARDS:

Fire may produce irritating, corrosive and/or toxic gases.

PUBLIC SAFETY:

CALL Emergency Response Telephone Number on Shipping Paper first. If Shipping Paper not available or no answer,

CALL CHEMTREC AT 1-800-424-9300.

- Isolate spill or leak area immediately for at least 500 meters (1/3 mile) in all directions. Move people out of line of sight of the scene and away from windows.
- Keep unauthorized personnel away and stay upwind.
- Ventilate closed spaces before entering.

PROTECTIVE CLOTHING:

- Wear positive pressure self-contained breathing apparatus (SCBA), and Structural firefighters' protective clothing will only provide limited protection.

EVACUATION:

LARGE SPILL

Consider initial evacuation for 800 meters (1/2 mile) in all directions.

FIRE

- If rail car or trailer is involved in a fire and heavily encased explosives such as bombs or artillery projectiles are suspected, ISOLATE for 1600 meters (1 mile) in all directions; also, initiate evacuation including emergency responders for 1600 meters (1 mile) in all directions.
- When heavily encased explosives are not involved, evacuate the area for 800 meters (1/2 mile) in all directions.

EMERGENCY RESPONSE:

FIRE

CARGO Fires: DO NOT FIGHT FIRE WHEN IT REACHES CARGO! CARGO MAY EXPLODE!

- Stop all traffic and clear the area for at least 1600 meters (1 mile) in all directions and let burn. Do not move cargo or vehicle if cargo has been exposed to heat.

TIRE or VEHICLE Fires:

- **Use plenty of water - FLOOD it!** If water is not available, use CO2, dry chemical or dirt. If possible, and WITHOUT RISK, use unmanned hose holders or monitor nozzles from maximum distance to prevent fire from spreading to cargo area.
- Pay special attention to tire fires as re-ignition may occur. Stand by with extinguisher ready.

SPILL OR LEAK:

- ELIMINATE all ignition sources (no smoking, flares, sparks or flames in immediate area).
- All equipment used when handling the product must be grounded. Do not touch or walk through spilled material.
- DO NOT OPERATE RADIO TRANSMITTERS WITHIN 100 METERS (330 feet) OF ELECTRIC DETONATORS.
- **DO NOT CLEAN UP OR DISPOSE OF, EXCEPT UNDER SUPERVISION OF A SPECIALIST.**

FIRST AID:

- Move victim to fresh air. Call emergency medical care.
- Apply artificial respiration if victim is not breathing.
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

GUIDE 114

POTENTIAL HAZARDS

FIRE OR EXPLOSION:

MAY EXPLODE AND THROW FRAGMENTS 500 METERS (1/3 MILE) OR MORE IF FIRE REACHES CARGO.

HEALTH HAZARDS:

Fire may produce irritating, corrosive and/or toxic gases.

PUBLIC SAFETY:

CALL Emergency Response Telephone Number on Shipping Paper first.

If Shipping Paper not available or no answer,

CALL CHEMTREC AT 1-800-424-9300.

- Isolate spill or leak area immediately for at least 100 meters (330 feet) in all directions. Move people out of line of sight of the scene and away from windows.
- Keep unauthorized personnel away and stay upwind.
- Ventilate closed spaces before entering.

PROTECTIVE CLOTHING:

- Wear positive pressure self-contained breathing apparatus (SCBA), and Structural firefighters' protective clothing will only provide limited protection.

EVACUATION:

LARGE SPILL

Consider initial evacuation for 250 meters (800 feet) in all directions.

FIRE

- If rail car or trailer is involved in a fire, ISOLATE for 500 meters (1/3 mile) in all directions; also, initiate evacuation including emergency responders for 500 meters (1/3 mile) in all directions.

CARGO Fires: DO NOT FIGHT FIRE WHEN IT REACHES CARGO!

CARGO MAY EXPLODE!

- Stop all traffic and clear the area for at least 500 meters (1/3 mile) in all directions and let burn. Do not move cargo or vehicle if cargo has been exposed to heat.

TIRE or VEHICLE Fires:

- **Use plenty of water - FLOOD it!** If water is not available, use CO2, dry chemical or dirt. If possible, and WITHOUT RISK, use unmanned hose holders or monitor nozzles from maximum distance to prevent fire from spreading to cargo area.
- Pay special attention to tire fires as re-ignition may occur. Stand by with extinguisher ready.

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- ELIMINATE all ignition sources (no smoking, flares, sparks or flames in immediate area).
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FIRST AID:

- Move victim to fresh air. Call emergency medical care.
- Apply artificial respiration if victim is not breathing.
- Administer oxygen if breathing is difficult.
- Remove and isolate contaminated clothing and shoes.
- In case of contact with substance, immediately flush skin or eyes with running water for at least 20 minutes.
- Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

SUPPLEMENTAL INFORMATION

Packages bearing the 1.4S label contain explosive substances or articles that are designed or packaged in such a manner that when involved in a fire, may burn vigorously with localized detonations and projection of fragments; effects are usually confined to immediate vicinity of packages.

If fire threatens cargo area containing packages bearing the 1.4S label, consider initial isolation of at least 15 meters (50 feet) in all directions. Fight fire with normal precaution from a reasonable distance.